



University  
of Windsor

## **Terms of Reference Food Security Working Group**

### **Background**

Food insecurity is a significant issue facing many students, impacting their mental and physical health, overall well-being and academic success. The University's Food Security Action Plan Version 1.0 reflects the University's commitment to ensuring that all students have access to safe, nutritious, culturally appropriate and affordable food.

The Food Security Action Plan Version 1.0 outlines a comprehensive set of actions to address food insecurity, including:

- Expanding immediate supports and exploring long-term solutions.
- Promoting food literacy and fostering a supportive and stigma free campus environment.
- Addressing systemic barriers including, but not limited to, colonialism, racism, economic marginalization, and other systems of injustice.
- Building community partnerships to address the root causes of food insecurity.

### **Purpose**

The Food Security Working Group will lead the implementation of the Food Security Action Plan Version 1.0 by contributing their knowledge, experience, and networks to help drive the success of the Action Plan.

### **Accountability**

Accountability for the implementation of the Food Security Action Plan Version 1.0 rests with the Executive Sponsor (Dr. Clinton Beckford, Vice-President, People, Equity and Inclusion).

### **Specific Areas of Responsibility**

Specifically, the Food Security Working Group will:

- Develop implementation roadmaps for each of the key actions outlined in the plan detailing who is responsible, who needs to be engaged, timeline and resources required.
- Develop an evaluation framework to measure progress and inform ongoing planning.
- Provide input and feedback into the development of a communication plan to keep the campus community engaged.
- Participate as required in sub-groups that may be established to support the implementation of the key actions.

### **Membership**

The Food Security Working Group will consist of 8 to 10 faculty, staff, and students with knowledge, passion, and commitment to addressing food insecurity and who will be representative of a diverse cross-section of our campus community.

Working group membership will be via invitation as determined by the Vice-President, People, Equity and Inclusion.

### **Meetings**

The Food Security Working Group will meet once per month between May 1, 2025 to April 30, 2027, or more frequently as deemed appropriate by the group. The business of the group may also be conducted electronically by e-mailing required documents, if applicable, to all members and seeking responses by e-mail.

### **Quorum**

A quorum of fifty percent (50%) plus one (1) must be met to conduct the business of the group.

### **Term**

The Food Security Working Group will remain in place until the areas of responsibility have been achieved. It is estimated that the implementation process of the Food Security Action Plan Version 1.0 will conclude by April 30, 2027.